Subject:

Development Coordination Updates:

Pre-Submittal Meetings & Development Coordination Iteration Reporting Page

Effective Date:

June 8, 2020

Notice

We have now added a new link to our Development Coordination Website which will take you directly to our new <u>Development Coordination Iteration Report</u> page.

The Development Coordination Iteration Report shows the projects that have been through our plan review and approval process and demonstrates the amount of time it takes from the 1st submission to Final Plan being submitted, by displaying the amount of time:

- 1. The Department takes for each submission to review design plans.
- 2. The amount of time the submitting Engineer takes to resubmit plans.
- 3. The number of iterations to achieve design plan approval per project.

This report, which will be updated monthly, delivers the data in an easy to view layout while allowing the viewer to determine what information is shown by using any of the provided filters.

Also, in the upcoming weeks other changes will be occurring within the Development Coordination Section and to our Plan Review Process. These changes are being made to provide increased efficiency and reduce review times for our customers. As of this notice <u>all</u> projects will need to have a Pre-Submittal Meeting prior to making a formal plan submittal to obtain plan approval. The Critical Items for Acceptance guidance documents for 'Record Plan' and 'LONOR – Red' and the 'Meeting Request Form' have all been updated to reflect this change and can be found on the <u>Development Coordination Website</u>.

If you have any questions, please feel free to contact the Development Coordination Section at 302.760.2266.